



**Request for City Council Committee Action
From the Departments of Convention Center and Procurement**

Date: October 18th, 2010
To: Honorable Betsy Hodges, Chair Ways & Means Committee
Subject: Approval of Official Publication No. 7350 Bids for StageRight Stage Equipment

Recommendation:

Acceptance of the bid of StageRight Corporation for an estimated expenditure of \$65,000.00 to furnish and deliver stage equipment and supplies to the Minneapolis Convention Center, as follows:

1.	30 each	StageRight FR-2402 Fold and Roll Riser (Part #305205P)	price per each	\$1,110.00
2.	40 each	StageRight 4' Skirts (Part #321457)	price per each	\$ 56.00
3.	60 each	StageRight 8' Skirts (Part #321445)	price per each	\$ 96.00
4.	32 each	StageRight 2-Step Unit (Part #330082)	price per each	\$ 297.00


Sales Tax on Product Only: \$3,437.28

Terms are net-30 days with delivery 30- 45 days after receipt of purchase order.

F.O.B.: Destination

This has been approved by the Civil Rights Department.

Prepared by: Gary Warnberg Director Purchasing



Approved by: Jeff Johnson Executive Director, Convention Center



Financial Impact (Check those that apply)

☐ No financial impact - or - Action is within current department budget.
(If checked, go directly to Background/Supporting Information)

☐ Action requires an appropriation increase to the Capital Budget

☐ Action requires an appropriation increase to the Operating Budget

☐ Action provides increased revenue for appropriation increase

☐ Action requires use of contingency or reserves

☒ Other financial impact (Explain): Action is within Budget

☐ Request provided to the Budget Office when provided to the Committee Coordinator

Background/Supporting Information:

Tabulation of one (1) bid received on Official Publication No. 7350 for StageRight Stage Equipment

Attachments - Staff Memo
Tabulation Sheet

cc: K. Hicok
C. Larson
J. Burns

Memo

To: Gary Warnberg
From: Kurt Hickok
CC: G. Jack Barr
Date: September 22, 2010
Re: Stage Bid

I am recommending we proceed forward with the bids for stage equipment and award the bid to StageRight Corp.

We have worked with StageRight for several years now and have found them to be responsive to our needs in providing a quality product with excellent customer service at a reasonable price.

StageRight does not use a vendor system for sales and distribution. They are the only authorized reseller of their product. Therefore, we were unable to solicit any other competitive bids for StageRight staging. The convention center currently uses close to 750 StageRight stages of various heights for our clients' sets. There is no other manufacturer's staging that we can integrate with our existing StageRight stages and still preserve the warranty and ensure the safety of the staging.

Should you have any questions or concerns, you may contact me at (612) 335-6226. Thank you for considering this recommendation.

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